

**INSURANCE DEPARTMENT
JOB OPPORTUNITY**

STAFF ATTORNEY 2

PLEASE FOLLOW THE SPECIFIC APPLICATION FILING INSTRUCTIONS AT THE BOTTOM OF THIS PAGE!

Open To: The Public

Location: 153 Market Street, Hartford, CT 06103

Job Posting No: 9110

Hours: Full-time, 40 hours per week

Salary range: *\$79,369 - \$101,571 (*New hires start at the minimum salary range)

Closing Date: ***March 7, 2014 -Application package must be received by 5:00 p.m. by this date.**

The Connecticut Insurance Department is seeking to fill a Staff Attorney 2 position to provide timely and effective legal advice and related services to the Commissioner and the operational units of the Insurance Department on a broad spectrum of issues that arise under insurance and related law in regulating the insurance industry, including regulation of life and health insurance and managed care and insurance contracts, and in providing services to the consumer. This position may be required to work overtime or attend meetings/hearings after normal work hours.

Eligibility Requirement:

State employees currently holding the Staff Attorney 2 job title or those who have previously attained permanent status as a Staff Attorney 2 may apply for lateral transfer.

Preferred Skills and Ability:

Candidates should possess strong analytical, research, oral and written communication skills; Knowledge of life and health insurance law and administrative law.

**MINIMUM QUALIFICATION REQUIRED
KNOWLEDGE, SKILL AND ABILITY:**

Considerable knowledge of legal principles, practices and procedures in Connecticut; considerable knowledge of legal research techniques; considerable knowledge of the Uniform Administrative Procedures Act; considerable knowledge of and the ability to interpret and apply relevant state and federal laws, statutes, regulations and legislation particularly as they relate to the regulation of the insurance industry; considerable knowledge of relevant agency policies and procedures; knowledge of the rules of evidence; knowledge of constitutional law and legislative process; considerable interpersonal skills; considerable oral and written communication skills; considerable ability to apply judicial decisions to the interpretation of statutes; considerable ability to comprehend, analyze and organize technical data and coordinate elements of legal cases; ability to work collegially.

EXPERIENCE AND TRAINING:

General Experience:

Two (2) years of experience in the practice of law.

Special Requirements:

1. Must be admitted to practice law in the State of Connecticut.
2. May be required to travel.

CAREER PROGRESSION:

After the completion of three (3) years of successful and satisfactory performance as a Staff Attorney 2 in the same agency, the incumbent will be moved to the Staff Attorney 3 classification.

Note: The filling of this position will be in accordance with reemployment, SEBAC, transfer, promotion and merit employment rules, if applicable.

Application Instructions: Interested and qualified candidates who meet the above requirements should submit the following:

- Cover letter
- Resume
- Law school transcript
- State Application Form CT-HR-12 (state application form CT-HR-12 may be accessed at: http://das.ct.gov/HR/Forms/CT-HR-12_Application.pdf.)
- State Employees to submit copies of their last two (2) service ratings

Please submit your application package by the closing date noted above to:

**Carmen Rivera, Human Resources Assistant
Connecticut Insurance Department
P.O. Box 816
Hartford, CT 06142-0816**

Or by E-mail address at: CID.HR@CT.GOV

Or by Overnight mail address at: 153 Market Street, 7th Floor, Hartford, CT 06103

***Incomplete or late application packages will not be considered**

AN AFFIRMATIVE ACTION/EQUAL OPPORTUNITY EMPLOYER

The State of Connecticut is an equal opportunity/affirmative action employer and strongly encourages the applications of women, minorities, and persons with disabilities.